

**PUBLIC EDUCATION INSTRUCTOR**  
**PACE II Review Sheet**

Be sure to include the following with your Instructor Application:

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**1. APPLICATION FORM** identifying the courses you wish to teach.

**2. RESUME** – Supports the Occupational Experience letter

**3. INSTRUCTOR ORIENTATION** – *Submit copy of course certificates*

☐ Attend an Orientation within the past 12 months

OR

☐ Be a currently registered CFSTES instructor (FSTEP does not qualify)

**4. INSTRUCTOR TRAINING** – *Submit any one of the following five options*

☐ Fire Instructor 1A and 1B (copies of course certificates)

☐ Valid Community College teaching credential (copy of credential)

☐ UC/CSU's 60-hour Techniques of Teaching course (copy of course certificates)

☐ NFA Fire Service Instructional Methodology course (copy of course certificate)

☐ Four upper division units of educational methods, materials and curriculum development (copy of transcripts)

**5. COURSE WORK\*** *Submit copies of course certificates or a written request to have this requirement waived due to experience.*

☐ Attended and passed the accredited course(s) you wish to teach

OR

☐ Participated in the SFT curriculum development

\* If qualifying experience is within the last 5 years of application, this requirement can be waived.

**6. OCCUPATIONAL EXPERIENCE IN PUBLIC EDUCATION** – *Submit a letter signed by your supervisor or chief on department letterhead that provides sufficient detail to evaluate this experience.*

Hold the position of public education officer for a minimum of 3 years within a California fire department (career or volunteer)

**7. TEACHING EXPERIENCE** – *Submit a letter signed by your chief or college coordinator on department letterhead that provides sufficient detail to evaluate this experience.*

You must have completed at least 80 hours of teaching within a fire service related program.

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